

## **Equal Opportunity and Diversity Inclusion Advisory Committee**

May 12, 2006

### **Meeting Minutes Approved**

#### Call to Order

Ms. Gina Nelson, Chair

Meeting called to order 10 a.m.

#### Roll Call

**Present:** Margaret Beall, Janice Berry, Audrey Craig, Gregory Frens, Brenda Edwards, Clyde Edwards, Shantelle Hawkins, Sharon Jones, Laura Martinez, Jeff Meaton, Hirut Mersha-Scarlett, Cindy Shackleton, Georgina Nelson, Crystal Perry, Mian Rashid, Theresa Root, Sherita Walker.

**Excused Absence (year-to-date):** Geraldine Pasheek (3rd)

#### Chair Report.

The meeting with Director Udow went really well. She is going to visit the committee meeting in June. The committee will be placed on the Departments Organizational chart.

Some of the major items we are working on. New agenda and meeting format, strategic plan, charter, power point slide show, brochures, talking points, 30 second commercial, and presentations to executive staff

Interviewed two people for membership today and we will recommend both names to James to forward to Director Udow for appointment.

Donna Mullins resigned from the committee but offered to provide assistance and support to the committee if needed. We thank Donna for all her time and efforts to further diversity in DHS.

Hand out on Asian Pacific American Heritage Month.

#### Housekeeping

New format for meeting today; will break out into sub-committees and work all morning then reconvene as a full committee at 1:15 pm. Please let the chair know how you like this new attempt to get more work done while we are together.

What are you doing in your office?????? Will be discussed as the good of the order at the end of the day.

Add staff reports to agenda, left out in error.  
Motion by Jan, Second by Jeff. Passed Unanimously

#### Approval of the Agenda:

Motion by Jeff, Second by Sharon. Passed Unanimously.

#### Approval of the Minutes for April 2006.

Motion by Sharon, Second by Theresa. Passed Unanimously

#### Staff Reports

##### Janene McIntyre

Not present.

##### Dr. Mary Hall-Thaim.

Sub-committee on policy.  
Conflict resolution training for everyone.  
Policy on alternate dispute resolution.  
Training Group  
Critical conversations.  
Leadership academy  
Reasonable accommodations  
Over-representation of children or color

##### James Newsom.

DI is moving forward.  
SeDA is out of contract money.  
Overall statewide bid process is down, 1<sup>st</sup> week of June to Ad board.  
Conflict Resolution 5 pilot sites, 6 sub-committees  
    Intent is for 7/1/06  
    1 or 2 mock mediations complaint side  
    UAW is NOT going to participate

#### Old Business

None.

#### New Business

Dwayne Haywood stopped by and talked about his Bureau of Community Action & Economic Opportunity. Mr. Haywood was upbeat and positive and the committee enjoyed the visit from an Executive staff member to dialogue with. Thanks to Mr. Haywood for coming and thanks to Director Udow for the renewed support and interest in the committee and its GREAT WORK!

Pending calendar:

June	Procedures how Training Procedure for providing input Talking points
July	Committee (??)
August	Award System Power point presentation Prepare for September training
September	Training
December	Presentations completed

#### Good of the Order & Welfare.

Everyone in the group took turns updating the entire committee regarding the work they are doing in their offices and communities regarding diversity inclusion. It was great to hear 17 stories on diversity work being done on a daily basis all over the state!

Motion to Adjourn: Made by Brenda, seconded by Sharon. Passed Unanimously.

**Next committee meeting is set for June 9, 2006. 10 a.m. sharp. Be prepared to hit the ground running it will be a full day again.**

#### **FOLLOW-UP ITEMS:**

New members get their bios to Gina before next meeting.\

Greg. Rework power-point and present in June. Need new one in place by August.

Margaret. 30 Second commercial / talking points. By June

Clyde. Tri-folds by July